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PROCIB-D-51

**\*ARMY Declass/Release Instructions On File\*****PUBLICATION PROCUREMENT - ARMY****RESPONSIBILITY**

1. The primary responsibility for foreign publication procurement within the Office of the Assistant Chief of Staff for Intelligence (OACSI) rests with the Foreign Reports Section of Collection Division. This Section provides Army representation on PROCIB and any ad hoc committees concerned with foreign document and publication procurement.

2. In addition to Foreign Reports Section, each DA Technical Service maintains a staff which is concerned with the procurement of publications needed by the respective agency. These staffs vary in size and in general are responsible for collection of other types of intelligence information in addition to that in published literature.

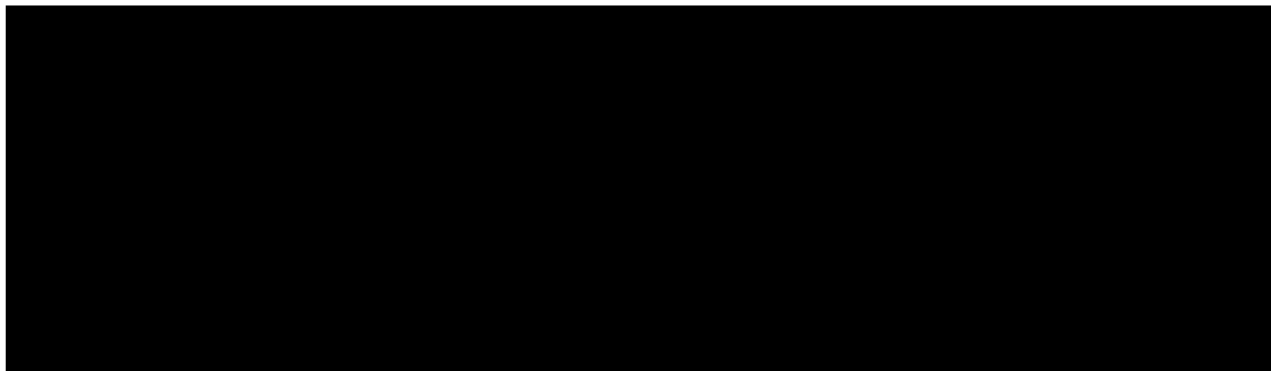
**COORDINATION**

3. Over-all coordination of foreign publication procurement is effected by Foreign Reports Section which monitors all publication procurement activities within the OACSI and other intelligence elements of the Army. This Section recommends corrective action when duplication of effort is detected or when procurement programs appear to be inadequate. Several years ago, an Army Publication Procurement and Exploitation Committee was established to facilitate coordination and to encourage an exchange of ideas on improving the Army procurement effort. However, owing to lack of personnel the meetings of this very promising committee were reluctantly discontinued in 1957.

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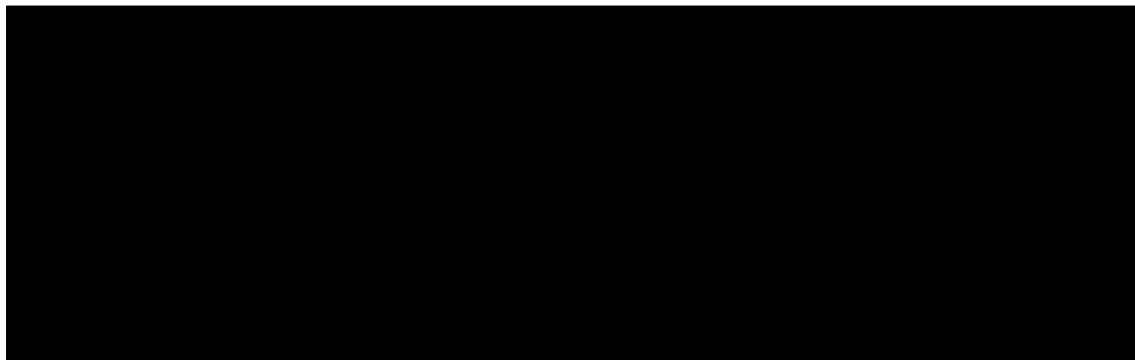
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6. Field procurement of publications is generally undertaken on the basis of specific requests or on the collector's own initiative. Guidance for both types of procurement is provided in AR 381-25, paragraph 18. This regulation, incidentally, is in the process of revision and should be published within the next two or three months. The procedures followed in procuring and processing monographs and periodicals are:

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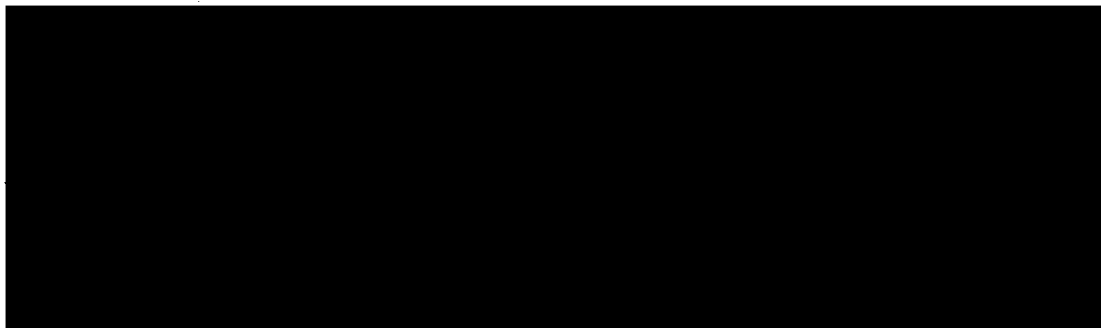
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Other monographs are procured in response to letters from Foreign Reports Section, DASRI's (Department of the Army Specific Request for Information), DALRIR's (Department of the Army Long-Range Intelligence Requirement), and various statements of interest (formal and informal) or intelligence guides. All except the last types of requirements are screened by Foreign Reports Section.

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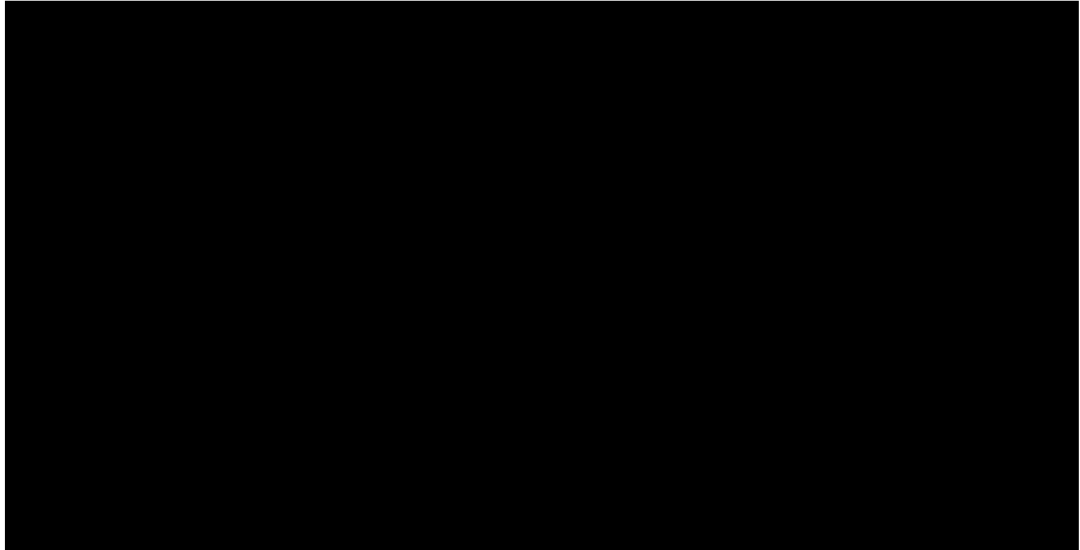
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3

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**B. Periodicals:** Separate procedures are followed in the procurement and processing of periodicals from the Sino-Soviet Bloc and non-Bloc countries. These are:

- (1) **Sino-Soviet Bloc:** Annually, availability lists are forwarded by the field collectors during August or September. These lists are usually translated into English and are circulated to all interested elements of OACSI and the DA Technical Services. These agencies indicate whether they desire a periodical for retention or merely for information. Based on these statements of interest, Foreign Reports Section prepares a master list which indicates the number of subscriptions required and the appropriate routing for each copy. As a matter of policy, no more than two agencies are ever placed on routing for a single item. This reduces delays in routing and eliminates other problems which arise when three or more agencies share a single copy of a periodical. Although military periodicals generally must be procured in the country of origin, other periodicals are obtained through the cheapest source. Thus, in the

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to copies or are prepared on a reproducible form. Copies of the list are circulated within OACSI and the DA Technical Services, and each agency requests subscriptions via DASRI. In order to facilitate dissemination of copies of the periodicals, each DASRI instructs the field collector to have the publisher transmit copies of the periodicals directly to the requester. Both an intelligence address and a cover address are provided. This procedure does not permit routing of periodicals, but the added expense involved is compensated by more rapid dissemination and reduction in administration.